

Association Board Meeting

1. Call to Order - The meeting came to order at 12:05.
2. Roll Call – Michael Murphy, Adrian Gonzalez, John Rennie, Kristina Hillman, Hans Breivik, Erin Simonson arrived late
3. Approval of the Agenda –A motion was made by Hans and seconded by John to approve the agenda. The motion was passed by unanimous vote of Directors in attendance with abstention from voting by Simonson.
4. Approval of Prior Minutes
 - a. 06/09/21 Meeting – Motion was made by Kristina, seconded by John to approve the meeting minutes. The motion was passed by unanimous vote of Directors in attendance.
 - b. 06/22/21 Meeting – Owners will need to approve these meeting minutes at annual owners meeting.
5. Staff Reports
 - a. Business – Adrian provided a brief report of the office. Spencer and Bayley are continuing with training, staff is preparing for large family reunion in early August. Some computer equipment has arrived. Tower is supposed to arrive tomorrow. Adrian is talking to Phil about the Running Clinic.
 - Also noted housekeeping cost detail by unit type assessment in progress.
 - b. Facilities – Brief discussion of Castillo Painting and Reflections Unlimited. Work is scheduled to commence next week.
 - Also noted Handrail installation in progress, and working to get pool open by 8/1
 - c. Staff Excused – 12:44 PM
6. Financial Review
 - a. PPP1 Forgiveness Status - PPP1 Loan is moving forward with Key Bank.
 - b. FYE20 Audited Financial Statements – John R is pushing Bruce to complete.
 - c. FYE21 Year End Financial Review – John R mentioned that a portion of the managers salary should be in the rental budget as it has been in the past. This is going to potentially create a surplus on the Association side that will require a refund. After a brief discussion, a motion was called by John, seconded by Hans and passed to move ½ of the managers salary to the rental budget. A discussion of the Insurance check from unit 1032 water damage was discussed. The proceeds went to the Association and should have been split between the Association and Rental company. Murphy said approximately 30% should go



Association Board Meeting

to Rental company less attorney fees. Murphy and Rennie will work out. There was no response from Erin on the vote as there was some internet issues.

- d. FYE22 Rental Budget – Kristina reviewed some recommended edits to the rentals budget originally proposed by Curtis and Adrian. Hans mentioned looking at the current rack rates for the year. There was a lengthy discussion on the merits of the suggestion with no change in the current 5% increase of the rates from last year. A motion was made by Kristina to accept the proposed 2022 Rental Budget and seconded by John. 3 votes were for the motion and 1 abstention by Simonson. The motion passed. A motion was made by Kristina and seconded by John to extend payment of special assessment to August 25th. The motion was passed by unanimous vote of Directors in attendance.

Erin dropped off the call at 1:42




7. Old Business

- a. Project Status – Discussed upcoming projects including painting the buildings, fence repairs and the stairs.
 - Also noted:
 - siding repair as part of paint work can only take care of what is showing degradation at this point, Murphy and Breivik will seek out a consultant to review the building envelope and exposure.
 - fence repairs are maintenance only and confirmed with county permit not required;
- b. Siding Responsibility –The Association will supply the siding and Owners can install or have their contractor install the new siding during window replacement if needed. Breivik is identifying appropriate siding for this purpose.
- c. Internet – The internet provider withdrew all quotes for WPVI. Murphy is going to propose a \$30k install and \$50/month with no opt out.
- d. Executive Session Plan – Purpose will be to discuss future of Manager position and establish vehicle policy. Meeting will be held on 08/18/21 prior to start of monthly Board meeting

8. New Business

- a. Unit 23 South Wall Request – Murphy received a call from the new owners of unit 23 about pushing out their South wall. Murphy asked them to write a letter to the Board. Murphy received the letter and forwarded to Board. A discussion ensued regarding common area versus limited common area. Due to the timing of unit 23 remodel and construction season, it was suggested that a special meeting take place rather than the Owner's Meeting to decide this request. Murphy mentioned that the Ownership would



 **Location:** Zoom
 **Date:** 07/21/20221
 **Time:** 12:00 PM

Association Board Meeting

have to vote on this. A Motion was made by Kristina to present to Owners a proposal to “allow South facing ground floor studios to push South wall to encroach on limited common area and seconded by John. The motion was passed by unanimous vote of Directors in attendance. Erin had dropped off at 1:42 and not returned.

9. Adjournment Motion was made and passed to adjourn at 14:32.